2018

For the fiscal year ended June 30, 2018







ly of American Fork, Utah ANNUAL REPORT TO THE COMMUNITY

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GFOA Award

The Government Finance Officers
Association (GFOA) represents
public financial officials throughout
the United States and Canada,
whose shared mission is to promote
excellence in state and local government financial management.
The City of American Fork participates in the GFOA Award Program
for Outstanding Achievement in
Popular Annual Financial Reporting. The award shown is for last
year's report.



Government Finance Officers Association

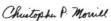
Award for
Outstanding
Achievement in
Popular Annual
Financial Reporting

Presented to

City of American Fork Utah

> For its Annual Financial Report for the Fiscal Year Ended

> > June 30, 2017



Executive Director/CEO

FROM THE FINANCE DIRECTOR

To Our Citizens:

It is an important part of our financial mission at the City of American Fork to be accountable and transparent in providing you with complete information on the financial position and results of all our programs. The City's operations are audited each year and the resulting Comprehensive Annual Financial Report (CAFR) is available to you on the City's website, **www.afcity.org**, to provide you the most detailed information on our finances. Depicted below is a layout of the components of the CAFR.

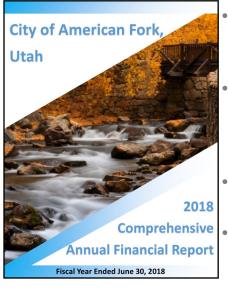
Because information in the CAFR can be technical and complex, and as such not useful to citizens wishing to gain an overview of the City's finances, we also produce this Annual Report to the Community (also known as a Popular Annual Financial Report, or PAFR). This report provides you a summary review of the City's finances in a more user-friendly and understandable manner. This PAFR has been prepared to simplify the information in the CAFR and better inform you, the citizens of American Fork, about the overall financial picture of the City without the heavy use of technical accounting terms or excessive detail. The PAFR is not intended to provide a complete financial picture of the City in accordance with Generally Accepted Accounting Principles, or GAAP.

I hope you find this report useful. Please feel free to reach out to me with any questions or feedback concerning any of the information provided in this report. My phone number is (801) 763-3000, and my e-mail address is kmaurer@afcity.net.

Sincerely,

Kyle Maurer | Finance Director

Layout of the CAFR



- The Introductory Section provides an executive summary of the City finances. City management provides discussion and analysis of the results.
- The Financial Statements can be viewed in a consolidated or individual format. All statements conform to GAAP. Government-wide statements provide a long-term and short-term perspective of financial position and results of operations.
- Unique Fund Statements focus on individual operations, such as capital projects or the Fitness Center.
- Statistical Schedules provide various trends and detailed demographic and financial information.

FY18 | FINANCIAL YEAR IN REVIEW

Financial Trends

Fiscal year 2018 (July 2017-June 2018) saw robust national, state, and local economies. In June 2018, the United States labor market added 213,000 jobs; the national unemployment rate remained at 4%. That same month, Utah's economic growth was tied for the highest in the nation with Idaho at 3%. The state's unemployment rate remained at 3%.

Locally, the City saw increased residential and commercial building interest. This is evidenced by the increase in impact fees collected, going from \$3.5 million on 2017 to \$4.5 million in 2018 (excluding utility funds). These funds will be used in future years for capital projects needed due to growth. The City regularly prepares an Impact Fee Facilities Plan (IFFP) which outlines the use of these funds.

During the fiscal year, sales tax distributions increased 5.5% and overall general fund revenues decreased \$323,000. This decrease is due to moving sanitation (garbage and recycling) services to a separate enterprise fund. Excluding this transfer, revenues increased 4.3%. The majority of this increase was used to hire 3 new police officers and complete the second phase of compensation adjustments outlined in the 2017 employee compensation study.

As the City continues to grow, increased demands are placed on City services. The City's general philosophy is that increased revenues from existing taxes and other revenue sources must provide the base for the expansion of expenses. While revenues have in-

creased, the City has a substantial amount of infrastructure needs due to age and reduced revenues during the last recession. Addressing these capital project needs will take many years, thinking "outside the box," and a continuation of a robust economy.

Moody's Investor Service reviewed the City's General Obligation Bond debt rating and affirmed a rating of "Aa3". Moody's specifically cited a "robust financial position, a strong socioeconomic profile with a sizable tax base, and mid-ranged debt and pension liabilities."

Future Challenges

The City will be facing a number of challenges in the upcoming years. Below are some of the most significant:

- 1) PAVEMENT MANAGEMENT PLAN FUNDING—In June 2017, the City unveiled a 10-year pavement management program to bring all City roads up to a minimum index. This plan is expected to cost over \$26 million. The first two years of the plan have been funded using Class C Road Funds (gas tax), property tax revenues, and fund balance. This is not a sustainable funding source and a more permanent funding solution will need to be adopted.
- 2) CULINARY WATER PROJECTS—Due to the overall age of the City's culinary water system, many water lines are in desperate need of repair and are failing or have exceeded their useful life. The fiscal year 2019 budget includes projects totaling almost \$8.5 million to start addressing this. However, these projects will consume the majority of the Culinary Water Fund's fund

FY18 | FINANCIAL YEAR IN REVIEW

balance. Furthermore, the 6-year capital projects schedule includes projects totaling over \$59 million. The City has begun to address this by implementing a 2% rate increase, with increases occurring every other year.

- 3) FIRE STATION 52—The City needs an additional station in the northeast quadrant of the City to provide adequate service. The City's current fire station responds to more calls than any other station in Utah County. With this new station, there will not only be the cost of the building, but the cost of equipping the station with personnel, furniture, fixtures, and equipment. These costs are expected to outpace the growth in sales and property tax the City is seeing due to new growth.
- 4) **DEFERRED CAPITAL PROJECTS**—Due to limited funding options, a total of \$6 million of capital projects and equipment requests were not approved in the fiscal year 2019 budget. These deferred requests will need to be addressed in future budgets.
- 5) FLEET REPLACEMENT—Due to limited funding, the City has deferred major fleet replacement (outside of the Police department). As the City's vehicle fleet ages, increased maintenance costs will be seen and a fleet replacement funding mechanism will need to be found.

Debt

The City's total bonded debt outstanding totaled \$47 million as of June 30, 2018. This amount decreased by \$190,000 when compared to fiscal year 2017. During the year,

the City issued \$4 million in Sales Tax Revenue and Refunding Bonds to expand Art Dye Park and refinance the 2012 Sales Tax Revenue Bonds (used to expand the City's cemetery). This bond will provide over \$3 million in financing to expand Art Dye Park. Debt service payments will be partially covered by PARC (Parks, Arts, Recreation, and Culture) tax monies (subject to City Council approval and continuation of the program by American Fork City voters).

ty. With this new station, there will not only Of the total debt amount, \$37 million is relatbee the cost of the building, but the cost of ed to the creation of the pressurized irrigation equipping the station with personnel, fursystem. Debt service payments will continue niture, fixtures, and equipment. These on these bonds until May 2035.

Fiscal Year 2019 Strategic Priorities

The City has identified a number of priorities for the upcoming fiscal year:

Public Safety—Build another public safety building to house a second fire station and police substation.

Fiscal Responsibility—Develop a rolling 5-year financial sustainability plan.

Infrastructure Improvements—Create and fund a comprehensive road infrastructure program.

Communication—Set up a technology committee

Water Preservation—Upgrade the Cave Camp Spring line.

While the City faces a number of significant challenges, these challenges also create opportunities to make American Fork City one of the greatest cities in the state.

FY18 | COMBINED FINANCIAL STATEMENTS

The City's income statement below reflects the entire City's financial activity for the fiscal year ended June 30, 2018. This statement presents information on how the City's net position changed as a result of the fiscal year's financial activity (i.e., revenues and expenses), and includes governmental and business-type activities. Reported amounts may differ from amounts reported on pages 7 and 10 due to the basis of accounting used and funds included.

Income Statement - Primary Government	2018	2017	2016
Revenues			
Program Revenues			
Charges for Services	\$ 24,702,102	\$ 23,234,943	\$ 22,686,422
Operating Grants and Contributions	197,024	150,212	1,194,235
Capital Grants and Contributions	16,202,175	14,813,353	7,483,085
General Revenues			
Property Tax	5,925,821	5,631,704	5,752,741
Sales and Use Tax	9,138,947	8,667,242	7,966,842
Energy Sales and Use Tax	1,727,350	1,556,309	1,438,048
Other Taxes	765,163	779,594	577,903
Gain on Disposition of Capital Assets	4,028	202,649	44,898
Unrestricted Investment Earnings	414,839	395,759	168,559
Total Revenues	59,077,449	55,431,765	47,312,733
Expenses			
Governmental Activities	30,623,813	29,714,205	23,955,773
Business-Type Activities	11,929,421	11,629,162	12,053,803
Total Expenses	42,553,234	41,343,367	36,009,576
Change in Net Position	16,524,215	14,088,398	11,303,157
Net Position - Beginning	169,512,189	155,781,510	144,478,353
Adjustment for Fixed Assets	-	(39,249)	-
Adjustment for Compensated Absences	-	(318,470)	-
Net Position - Ending	\$ 186,036,404	\$ 169,512,189	\$ 155,781,510

^{*}Reporting Classifications Were Changed in 2018

DID YOU KNOW?

Net Position does not equal the amount the City has available to spend. It is the balance of assets the City can use to provide services and operate the City. The majority of the increase in net assets is due to donated infrastructure (such as roads, sidewalks, and water rights).

^{**}Sanitation & Recycling was moved from the General Fund to an Enterprise Fund

FY18 | COMBINED FINANCIAL STATEMENTS

The City's balance sheet reflects the City's financial condition as of June 30, 2018. The balance sheet is a summary of what the City owns (assets and deferred outflows) and owes (liabilities and deferred inflows), including governmental and business-type utilities (water, sewer, storm drain, sanitation, and broadband).

Balance Sheet - Primary Government	2018	2017	2016
Assets			
Current and other assets	\$ 51,210,835	\$ 38,759,657	\$ 36,372,380
Capital Assets	197,187,294	191,931,827	186,961,065
Total Assets	248,398,129	230,691,484	223,333,445
Deferred Outflows	5,974,326	5,695,065	5,384,350
Liabilities			
Current Liabilities	6,394,929	6,029,578	10,040,452
Long-Term Liabilities	53,289,557	54,498,423	56,971,488
Total Liabilities	59,684,486	60,528,001	67,011,940
Deferred Inflows	8,651,565	6,346,359	5,924,345
Net Position			
Invested in Capital Assets	154,350,742	145,996,260	136,467,940
Restricted	18,636,894	8,884,539	6,005,550
Unrestricted	13,048,768	14,631,390	13,308,020
Total Net Position	\$ 186,036,404	\$ 169,512,189	\$ 155,781,510

The majority of the net position increase can be attributed to donated infrastructure and impact fees collected, but not spent. The City, by state law, is required to develop an Impact Fee Facilities Plan to guide how impact fees will be spent. Impact fees will be spent in future years.

DID YOU KNOW?

Unrestricted net position is the amount the City can use to meet its continuing obligations to citizens and creditors, and to provide services to its residents and businesses.

Restricted net position has externally imposed restraints on how the funds can be used. For example, grants received and impact fees can only be used for certain purposes.

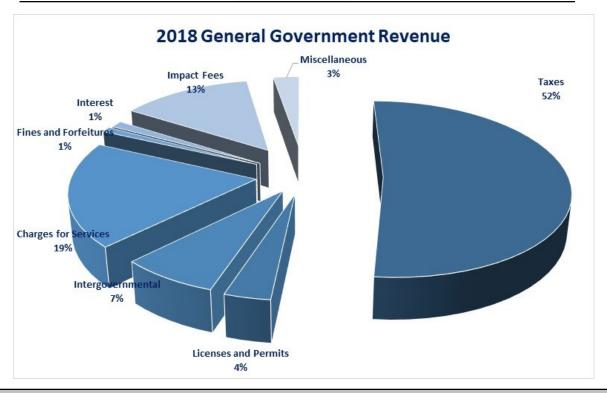
Invested in Capital Assets represents the amount the City has invested in capital assets (such as roads and buildings), less depreciation and related debt.

FY18 | WHERE THE MONEY COMES FROM

General Government Revenue

Funding for the services provided to residents comes from many sources. In 2017, the City's general governmental revenues totaled \$34 million. The majority, or 44%, comes from sales and use tax and property tax, which makes up 86% of tax revenue. General Government Revenue does not include revenue collected from the City's enterprise funds (water, sewer, storm drain, and sanitation) or the City's fleet fund.

General Government Revenue	2018	2017	2016	
Taxes	\$ 17,563,850	\$ 16,641,779	\$ 14,917,330	1
Licenses and Permits	1,185,745	1,311,426	786,932	1
Intergovernmental	2,517,779	1,871,476	3,779,854	1
Charges for Services	6,575,437	7,691,921	8,917,975	1
Fines and Forfeitures	320,271	301,237	384,286	1
Interest	412,905	288,598	128,618	1
Impact Fees	4,536,791	3,508,153	1,934,551	1
Miscellaneous	897,644	728,838	567,689	1
Total	\$ 34,010,422	\$ 32,343,428	\$ 31,417,235	



DID YOU KNOW?

Certain types of revenue the City receives are restricted. For example, impact fees can only be used for public facilities and infrastructure needed due to new growth, and cannot be used for operating expenses. Another example is Class C Road funds, which must be used for road maintenance and construction.

FY18 | REVENUE SOURCES

The City receives revenue from a variety of sources. Below is a brief description of these sources:

Sales and Use Tax—of the 6.85% collected in Utah County, 1% is allocated for distribution to local governments. The City receives approximately 75% of this 1%.

Property Tax—Property tax is levied on the assessed value of all real property and certain personal property located within the City. More detail can be found on page 9-"Property Tax."

Licenses and Permits—Includes building permits, business licenses, and other miscellaneous licenses and permits the City issues.

Intergovernmental Revenues—The majority represents Class C Road Funds received from the state of Utah. In addition, the City receives a liquor allotment from the state. Other federal, state, and county grants make up the difference.

Charges for Services—Represents charges to the public for services the City provides. Examples include ambulance fees, engineering fees, plan check fees, zoning & subdivision fees, and cemetery fees. The City also charges fees for water and sewer usage, in addition to sanitation and storm drain fees.





DID YOU KNOW?

Sales and use tax is the largest source of revenue in the General Fund (the City's main operating fund), making up 35% of the General Fund's total revenue. Because property tax does not have any built-in inflationary measures (see page 9 for more information), other sources of income or property tax increases must be used to cover normal inflation the City experiences.

Sales tax is a very important revenue source for the City. One of the City's core services, public safety, is only covered 46% by property tax. It is important to support local American Fork businesses!

FY18 | PROPERTY TAX

The property tax rate is used to calculate your overall property taxes. For primary residences, homeowners pay tax on 55% of the assessed value, determined by the Utah County Assessor's Office. Each year a "certified tax rate" is calculated by Utah County. This certified rate is the rate which will provide the same amount of property tax revenue to the City as the prior year, excluding revenue generated by new growth (such as new houses built). If the City determines it needs more revenue than the certified tax rate will generate, the City will undergo a process called "Truth in Taxation," which requires a series of steps, including proper notification of the tax increase and a public hearing. Property tax rates are approved by the City Council. The City has not undergone "Truth in Taxation" since 2007. Because the property tax formula does not factor inflation into its calculation, the City's property tax revenues (in terms of real dollars) have been steadily declining since the last increase due to inflation.

Distribution of Property Tax Paid







4%-Water

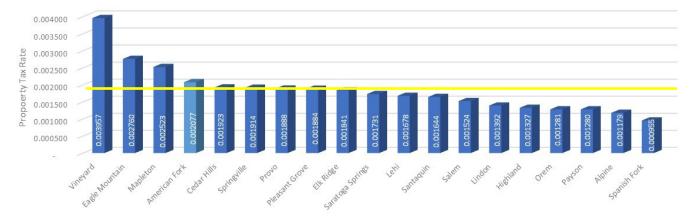
8.7%-Utah County

67.4%-Alpine School District

19.9%-A.F.

Districts

2018 City Property Tax Rate Comparison



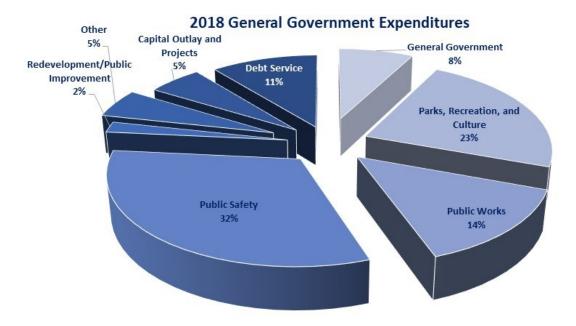
FY18 | WHERE THE MONEY GOES

General Government Expenses

The City provides a full range of services, including police and fire protection, water and sanitation services, recreational activities and facilities, and cultural events. The City is also responsible for the maintenance of streets, parks, cemetery, and other amenities. General Government Expenses do not include expenses for the City's water, sewer, storm drain, sanitation, or fleet funds.

General Government Expenditures	2018	2017**	2016
General Government	\$ 2,260,197	\$ 2,741,637	\$ 3,577,553
Parks, Recreation, and Culture	6,784,885	5,438,651	5,044,723 👚
Public Works	4,137,204	5,380,072	**
Public Safety	9,417,218	8,451,433	7,627,068 👚
Redevelopment/Public Improvement	571,588	704,508	3,001,782
Other	1,566,918	1,541,899	2,330,496
Capital Outlay and Projects	1,612,133	2,761,639	8,047,570
Debt Service	3,186,728	2,431,771	2,549,159
Total	\$ 29,536,871	\$ 29,451,610	\$ 32,178,351

^{**}In 2017 Functional Categories Were Changed.



DID YOU KNOW?

In governmental accounting, governmental expenses not intended to be covered by user fees (such as police and fire protection) are separated from expenses intended to be paid for by user fees (such as water and sanitation services). The chart above only shows governmental expenses. Full detail can be found in the City's financial reports at www.afcity.org/152/finance/.

FY18 | CITY FUNCTIONS AND DEPARTMENTS

The City is organized into various departments and functions to provide services to its businesses, citizens, and visitors. Below is a summary of the different functional categories used in the financial statements:

General Government—Includes expenditures for administrative departments and functions of the City, including general administration, Finance, Executive (Mayor), Legislative (Council), Legal, and Information Technology.

Parks, Recreation, and Culture—Includes the City's Fitness Center, Parks, Recreation, Cemetery, Boat Harbor, and cultural events provided by the City.

Public Works—Includes expenses related to Streets, City Building Maintenance, Building Inspection, and Engineering.

Public Safety—Expenses related to providing Police, Fire, and Animal Control services and protection.

Other—Includes the City's Library, Literacy Center, Planning, Senior Citizens, and Citizen Committees.

Redevelopment and Public Improvement—Distribution of Redevelopment Agency tax increment (property tax) funds to entities based on signed agreements, along with construction projects financed with redevelopment area tax increment.

Capital Outlay and Projects—Expenditures related to the construction of capital projects within the City, such as roads, streets, parks, etc. A capital project is an item costing over \$10,000 and with a useful life greater than 2 years.

Debt Service—Payment on the City's long-term debt, which includes bonds and leases.

DID YOU KNOW? PARC TAX



In November 2014, a majority of American Fork City voters approved a 1/10th of 1% increase in local sales and use tax as a means of enhancing funding for recreational and cultural facilities and cultural organizations within the City. The City created an advisory board to review applications for PARC (Parks, Arts, Recreation, and Culture) funding. These seven volunteer citizens give opinions to the City Council on funding requests.

PARC tax funds have been used for a variety of projects within the City, including restrooms, picnic areas, pavilions, sculptures, choirs, symphonies, visual arts, and library programs, just to name a few. Without this funding, the City would not be able to provide these enhancements to the community.

FY18 | CAPITAL PROJECTS

During the fiscal year, the City completed \$7 million in capital projects. Here are highlights of a few of the projects:

Pavement Management Plan

The City budgeted \$2,150,000 for the pavement management plan. The majority of fiscal year 2018's projects were completed during the summer and fall of 2018. Here are some of the major projects completed:

- Construction of 1120 North from 150 West to 500 West
- Reconstruction of 200 North from 500 West to State Street
- Reconstruction of Columbia Village neighborhood streets
- Reconstruction of Frontage Road from American Fork River to 100 East
- Auto Mall Drive from 500 East to 1100 South
- Surface treatments to numerous streets



Columbia Village Reconstruction

PARC (Parks, Arts, Recreation, and Culture) Tax Grants

The City received \$677,752 in PARC tax grant funding for fiscal year 2018. Some of the major projects completed include:

- Pickleball courts at Art Dye Park (\$327,000)
- Quail Cove Park pavilion (\$80,000)
- Generations Sculpture for Cemetery (\$20,000)

The City received a significant amount of PARC grants towards Art Dye Park. Park expansion will begin in 2019.



Pickleball Courts

Public Safety Equipment

The City spent \$1,231,748 in public safety equipment and vehicles, including:

- \$681,000 for a new fire engine.
- \$397,000 for police vehicle replacements.
- \$66,000 for the fire department's breathing air system



FY18 | WHAT WE OWE

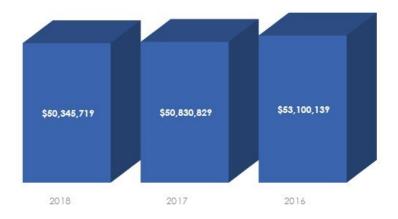
The City's debt is made up of 5 main components:

- ⇒ **GENERAL OBLIGATION BONDS**—Debt backed by the credit and taxing power of the City. Has the lowest interest rates and requires a public vote to issue.
- ⇒ **REVENUE BONDS**—Debt secured by future income streams, such as sales tax or water revenue.
- ⇒ CAPITAL LEASES—Leases secured for the acquisition of machinery and equipment. Similar to a personal vehicle loan; the City owns the vehicles and equipment at the end of the lease.
- ⇒ **COMPENSATED ABSENSES**—Accrued employee vacation and compensatory (comp) time. The amount accrued is the maximum amount the City would be liable for in the case of employee termination.
- ⇒ **PENSION LIABILITY**—Represents the difference between retirement benefits earned by the City's employees and the resources set aside to repay those promised benefits. The amount reported represents the City's portion of Utah Retirement Systems' pension liability.

During fiscal year 2018, the City issued a new capital lease for a fire engine (\$681,000), and a bond to expand Art Dye Park/refinance the Cemetery expansion bond (\$4 million).

Governmental	2018	2017	2016
General Obligation Bonds	\$ 1,955,000	\$ 3,645,000	\$ 5,280,000
Revenue Bonds	4,903,000	1,742,737	2,199,657
Capital Leases	1,156,800	629,023	203,894
Compensated Absences	990,515	781,005	394,420
Net Pension Liability	3,216,252	4,232,822	3,840,691
Total Governmental	\$ 12,221,567	\$ 11,030,587	\$ 11,918,662
Business-Type			
General Obligation Bonds	\$ 36,950,000	\$ 38,380,000	\$ 39,750,000
Revenue Bonds	638,000	672,000	705,000
Compensated Absences	119,712	118,819	95,025
Net Pension Liability	416,440	629,423	631,452
Total Business-Type	\$ 38,124,152	\$ 39,800,242	\$ 41,181,477
Total Outstanding Debt	\$ 50,345,719	\$ 50,830,829	\$ 53,100,139

What We Owe - Total Outstanding Debt



FY18 | WHAT'S AHEAD

The City has a number of capital projects and initiatives that are included in the fiscal year 2019 budget, which covers June 2018 to July 2019. Below are some of the highlights:

- ⇒ **Expansion of Art Dye Park (Phase I and II)**—This exciting expansion will include the following:
 - New scorekeeper, concessions, and restroom building.
 - Plaza with shade structures, bleachers, and landscaping.
 - Two additional softball & baseball fields with lighting.
 - Updates to the existing fields and irrigation systems.
 - Additional parking.
 - 6 Pickleball courts.
 - 9 acres of multi use fields.
- ⇒ Pavement Management Plan (Year 2)— \$2,2 Million
- ⇒ **700 North Connection**—\$1.2 million
- ⇒ Culinary Water Spring Line Replacement—\$6 million
- ⇒ Culinary Water Line Replacements— \$772,000
- ⇒ Fire Station 52 Engineering and Design— \$323,000
- ⇒ Sewer Sliplining/Bursting—\$500,000
- ⇒ **Police Vehicle Replacement**—\$254,000





DID YOU KNOW? PAVEMENT MANAGEMENT PROGRAM

In last year's budget, the City began a 10-year pavement management program that identifies when and what work will be done for every road in the City (over 120 miles of roads!). The first two years of the plan have been funded. However, there is not a stable, ongoing source of revenue for this plan. Class C Road Funds (gas tax) have been allocated to this plan, but it only covers about half of the yearly cost. Reserves have been used to make up the difference.

GLOSSARY

The following terms are used in this report and are defined below:

Business-Type Activities—The City's activities that are funded primarily through user charges. These activities include the water, sewer, storm drain, and sanitation funds. These areas are designed to be self-supporting and do not use general tax revenue.

Compensated Absences—Under Generally Accepted Accounting Principles (GAAP), the City is required to accrue employee's earned time off for vacation and compensatory time.

Defined Benefit Plan—A type of pension plan where a sponsoring agency promises a specified monthly benefit upon retirement. The City makes defined benefit contributions to Utah Retirement Systems (www.urs.org).

Fund—A self-balancing set of accounts, segregated for specific purposes in accordance with laws and regulations or special restrictions and limitations.

General Fund—The chief operating fund of the City; accounts for all financial resources not accounted for and reported in another fund.

General Obligation Bonds—A form of government debt that is backed by the full faith and credit of the government.

Government Finance Officers Associa-

tion—Organization whose mission is to promote the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through

education, training, facilitation of member networking, and leadership.

Governmental Activities—Functions of the City that are funded primarily through taxes and intergovernmental revenues. User charges do not fund a significant amount of the functions.

Net Position—The difference between the City's assets and liabilities. It is the net worth of the City.

Primary Government—All of the governmental and business-type activities belonging to the City.

Unassigned Fund Balance—Generally Accepted Accounting Principles require fund balances to be segregated according to constraints or restrictions in place. Unassigned fund balance in the General Fund has the least amount of constraints.

DID YOU KNOW? TOP EMPLOYERS IN THE CITY

Alpine School District

Alpine Building LLC

American Fork Hospital

Domo Inc

Utah State Developmental Center

Henry Schein Practice Solutions

Myler Disability

ROI Solutions II C

Walmart